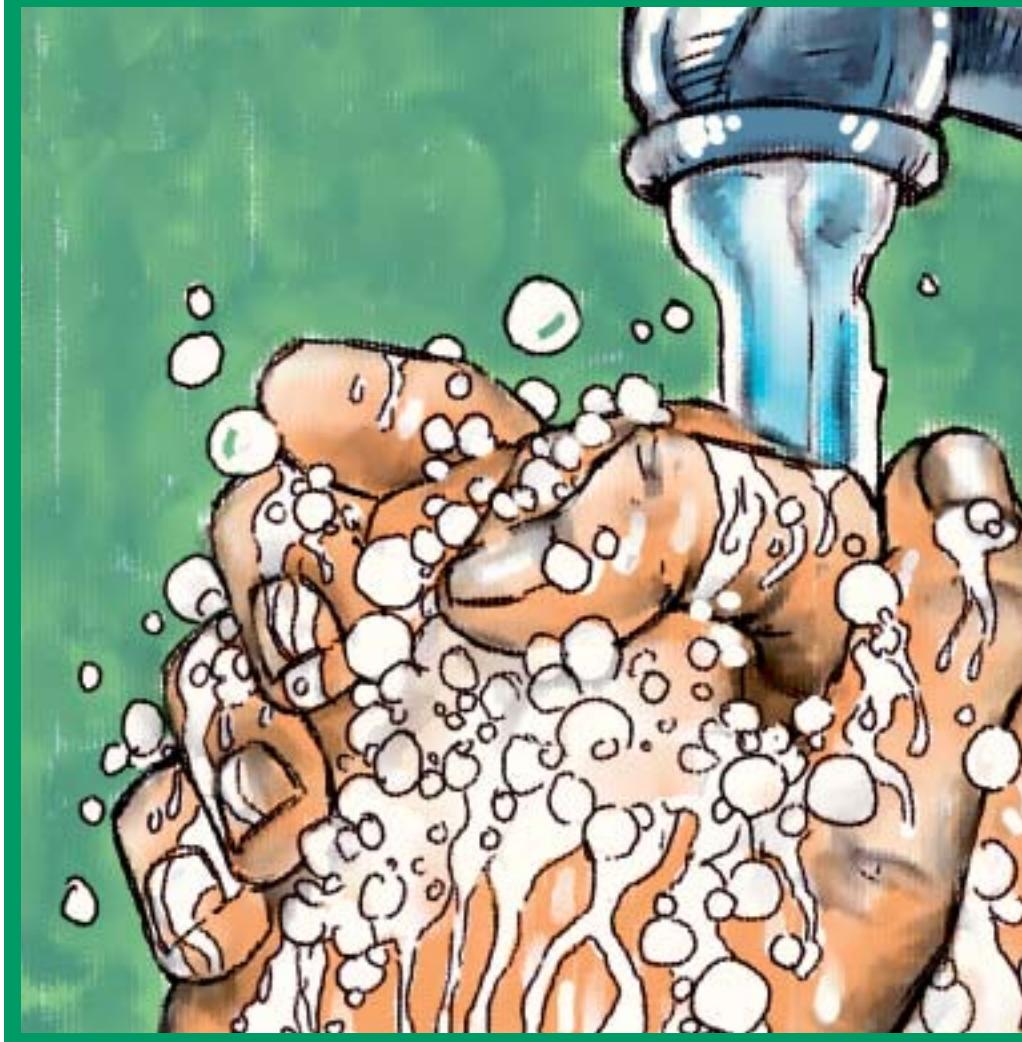


# Massachusetts' health is in YOUR HANDS.



**HANDWASHING**  
is the best way  
to prevent the  
spread of  
infection.



Massachusetts Department of Public Health  
Division of Epidemiology and Immunization  
Division of Food and Drugs  
[www.mass.gov/handwashing](http://www.mass.gov/handwashing)

*Important handwashing reminders for foodhandlers.*

*English*



*Español*



*Português*



*中文*

# HOW

## Do I Encourage Better Handwashing Among Restaurant Employees?

Dear Restaurant Managers:

The Massachusetts Department of Public Health is pleased to present you with the Handwashing Calendar. This calendar is intended to help you encourage good handwashing practices among restaurant employees. It has been developed from research conducted with certified restaurant managers, Board of Health inspectors, and food service employees across Massachusetts. Your needs, thoughts, and suggestions have been used to develop this reusable illustrated calendar to help you teach your employees about the WHY, WHEN, and HOW of handwashing.

### How to Use This Calendar:

#### 1. Tear Out the Handwashing Fact Sheet

The Handwashing Fact Sheet addresses the WHY, WHEN, and HOW of handwashing in a quick reference, bulleted format. The Fact Sheet has been perforated for easy removal, and is meant for you to photocopy and give out to all your current employees, and to all new employees during training. The Fact Sheet is printed in English, Spanish, Portuguese, and Chinese.

#### 2. Pull Out the Poster and Hang It Up

There is a full-size 11 X 17 pullout poster in the center of each calendar that illustrates the importance of good handwashing. You may want to laminate the poster for extra durability. The poster is the perfect size to be displayed in an employee break room or near commonly used handwashing areas in the restaurant.

#### 3. Hang Up the Calendar!

The calendar includes six handwashing illustrations that show the WHY and WHEN of handwashing. Each illustration has a related "handwashing message" printed in both English and Spanish. Every calendar page also has an illustrated reminder on HOW to properly wash hands.

The calendar may be reused from year to year OR each of the handwashing illustrations may be removed from the calendar and posted near handwashing areas in the restaurant to serve as constant handwashing reminders.

We know there is no substitute for providing good handwashing training to employees, followed by reminders to wash often, but we hope that you will find the Handwashing Calendar a useful tool to help you reinforce the importance of proper handwashing among your employees.

**To print additional copies of the calendar, visit [www.mass.gov/handwashing](http://www.mass.gov/handwashing).** If you have any questions regarding employee handwashing, contact your Board of Health inspector.



**Massachusetts Department of Public Health**

Division of Epidemiology and Immunization

Division of Food and Drugs

[www.mass.gov/handwashing](http://www.mass.gov/handwashing)

# HANDWASHING

is the best way to prevent the spread of infection.

You're at work—You're busy.

Your hands look clean—But, they're not.

**Your hands have germs on them that could make someone sick.**

You could get sick—Your family could get sick—Your customers could get sick.

**If you handle food, you must wash your hands often.**

## WHEN should you wash your HANDS?

- ◆ When arriving at work
- ◆ After using the bathroom
- ◆ After smoking
- ◆ After sneezing
- ◆ After touching your hair, face, clothing
- ◆ After eating or drinking
- ◆ After taking off or before putting on a new pair of gloves
- ◆ Before handling food, especially ready-to-eat foods like salads and sandwiches
- ◆ After handling garbage
- ◆ After handling dirty equipment, dishes, or utensils
- ◆ After touching raw meats, poultry and fish
- ◆ Anytime you change tasks – go from one thing to another

## HOW should you wash your HANDS?

- ◆ Wet your hands with warm running water.
- ◆ Lather with soap and scrub between fingers, on the backs of your hands, and under nails. Wash for at least 20 seconds, or as long as it takes to sing 'Happy Birthday' to yourself twice.

## GLOVES should be changed:

- ◆ Anytime you would need to wash your hands (see left)
- ◆ When they are torn or soiled



# EL LAVADO DE LAS MANOS

es la mejor manera de prevenir la transmisión de infecciones.

Usted está trabajando—Está ocupado.

Sus manos parecen limpias—Pero en realidad no lo están.

**Sus manos tienen gérmenes que podrían enfermar a una persona.**

Usted, su familia o sus clientes se podrían enfermar.

**Si trabaja con alimentos, usted debe lavarse las manos con frecuencia.**

## ¿CUÁNDO debe lavarse las MANOS?

- ◆ Cuando llega al trabajo
- ◆ Despues de usar el baño
- ◆ Despues de fumar
- ◆ Despues de estornudar
- ◆ Despues de tocarse el cabello, la cara o la ropa
- ◆ Despues de comer o beber
- ◆ Despues de quitarse los guantes o antes de ponerse un par nuevo
- ◆ Antes de tocar alimentos, especialmente las comidas listas para comer tales como ensaladas y sándwiches
- ◆ Despues de manipular desechos o basura
- ◆ Despues de tocar equipos, platos o utensilios sucios
- ◆ Despues de tocar carne cruda, pollo crudo o pescado crudo
- ◆ Cada vez que cambie de tarea - cuando deje de hacer una cosa y empiece a hacer otra



## ¿CÓMO debe lavarse las MANOS?

- ◆ Mójese las manos bajo la corriente de agua tibia.
- ◆ Enjabónelas y frótense el dorso de las manos, entre los dedos y bajo las uñas. Lávelas durante 20 segundos por lo menos o el tiempo que le tome cantar dos veces el "Cumpleaños Feliz".



## LOS GUANTES deben cambiarse:

- ◆ Séquese las manos. Use toallas de papel desechables o un secador eléctrico de manos.
- ◆ Utilice una toalla de papel para cerrar la llave del agua.

- ◆ Cada vez que necesite lavarse las manos (vea las recomendaciones a la izquierda)
- ◆ Cuando estén rotos o sucios



# LAVAR AS MÃOS

é a melhor maneira de prevenir o desenvolvimento da infecção.

Você está no trabalho—Você está ocupado.

Suas mãos parecem estar limpas—Porém, não estão.

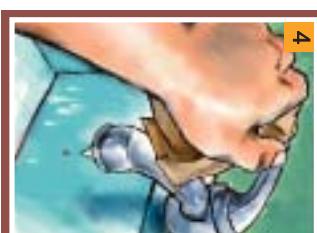
**Em suas mãos encontram-se germes que podem deixar alguém doente.**

Você pode ficar doente—Sua família pode ficar doente—

Seus clientes podem ficar doentes.

**Se você lida com comida, você tem que lavar suas mãos freqüentemente.**

## QUANDO você deve lavar suas MÃOS?



## COMO você deve lavar suas MÃOS?



## AS LUVAS devem ser trocadas:

- ◆ Chegando ao trabalho
- ◆ Após utilizar o banheiro
- ◆ Após fumar
- ◆ Após espirrar
- ◆ Após tocar seus cabelos, rosto ou roupas
- ◆ Após comer ou beber
- ◆ Após tirar ou antes de colocar um novo par de luvas
- ◆ Antes de mexer com comida, especialmente quando esta já está pronta para comer, como saladas e sanduíches
- ◆ Após mexer com lixo
- ◆ Após lidar com equipamentos, pratos ou utensílios sujos
- ◆ Após tocar em carne crua, aves e peixes
- ◆ Toda vez que você mudar de tarefa - indo de uma coisa a outra

- ◆ Molhe suas mãos com água quente corrente.
- ◆ Passe sabão e esfregue entre os dedos, nas costas das mãos e sob as unhas. Lave por, pelo menos, 20 segundos ou por quanto tempo durar a canção "Parabéns Pra Você" cantada duas vezes para você próprio.

- ◆ Seque as mãos. Use folhas de papel descartáveis ou secador de mãos elétrico.
- ◆ Use uma toalha de papel quando fechar a torneira.

- ◆ Sempre que você precisar lavar suas mãos (veja à esquerda)
- ◆ Quando elas estiverem rasgadas ou sujas



# 洗手

是預防感染傳播最好的方法。

您正在工作 — 忙得要命。

您的手看起來很乾淨 — 其實不然。

您的手上帶有可能會使人生病的細菌。

有些細菌會使人生病。

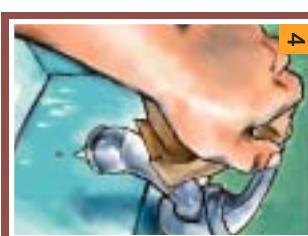
您可能會因此生病、您的家人可能會因此生病、您的顧客也可能會因此而生病。

如果您處理食物，一定要洗手。

## 什麼時候

您應該洗手？

- ◆ 抵達工作場所時
- ◆ 上廁所後
- ◆ 抽煙後
- ◆ 打噴嚏後
- ◆ 摸自己的頭髮、臉、衣服後
- ◆ 吃或喝東西後
- ◆ 拿掉手套後或戴上新手套前
- ◆ 處理食物前，特別是像沙拉和三明治的速食
- ◆ 處理垃圾後
- ◆ 處理骯髒的設備、碗盤或烹調用具後
- ◆ 摘掉生肉、家禽肉和魚肉後
- ◆ 每次更換工作任務後—從某項工作換到另外一項工作



## 應該如何

洗手呢？



## 在以下情況中

應該更換手套...

- ◆ 需要洗手的時候  
(請參閱左列項目)
- ◆ 手套破裂或污髒時



# WASH YOUR HANDS.

**EVERY YEAR**  
in the United States,  
**foodborne illnesses cause:**

76 MILLION  
people to get diarrhea and upset stomachs

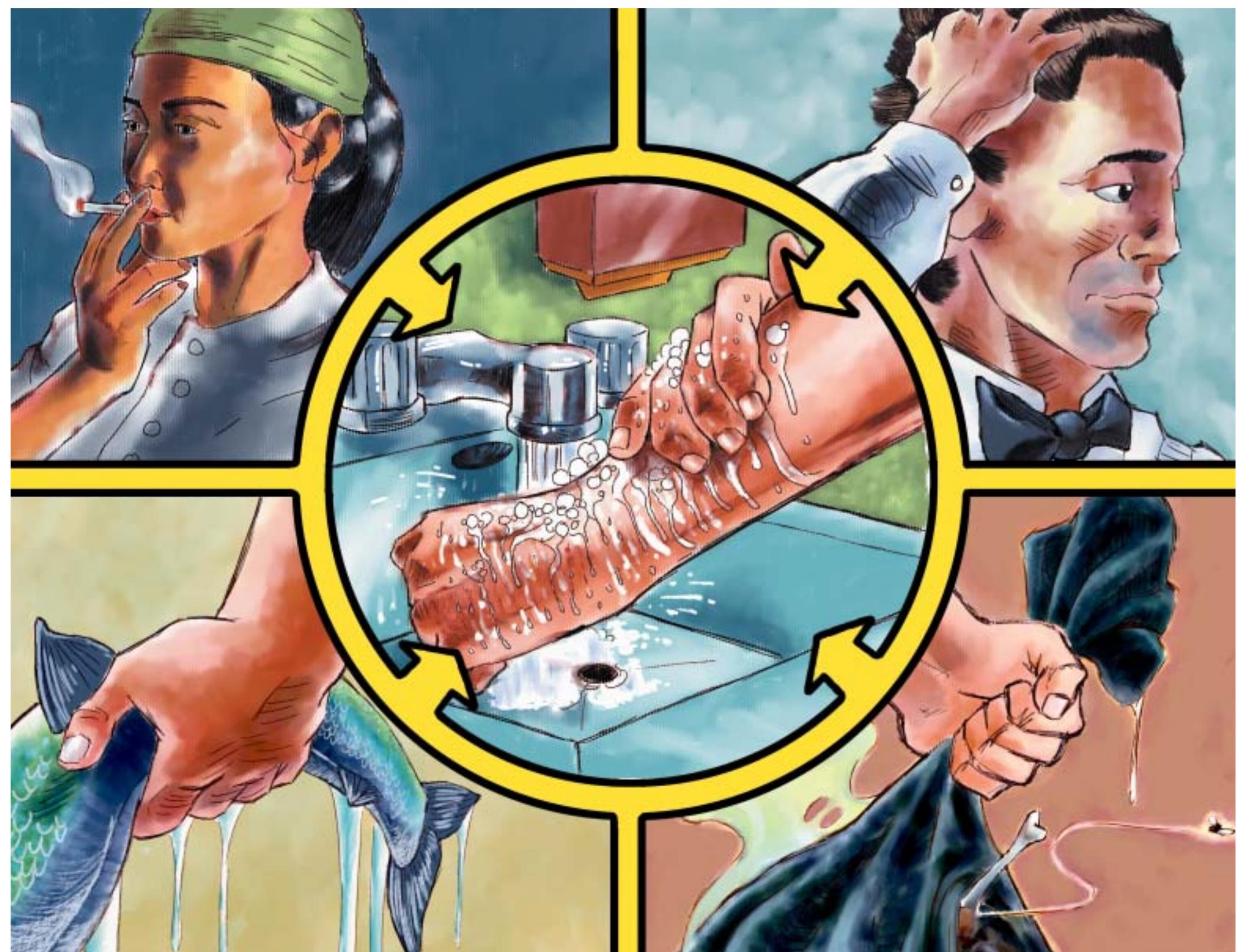
325,000  
people to be hospitalized

5,000  
unnecessary deaths

手洗潔

LAVE SUAS MÃOS.

## LÁVESE LAS MANOS.

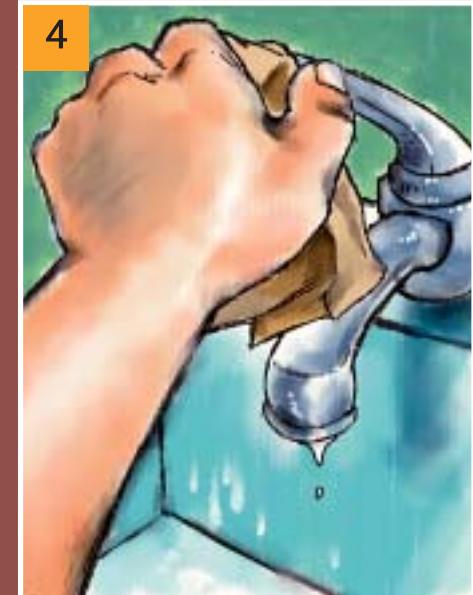
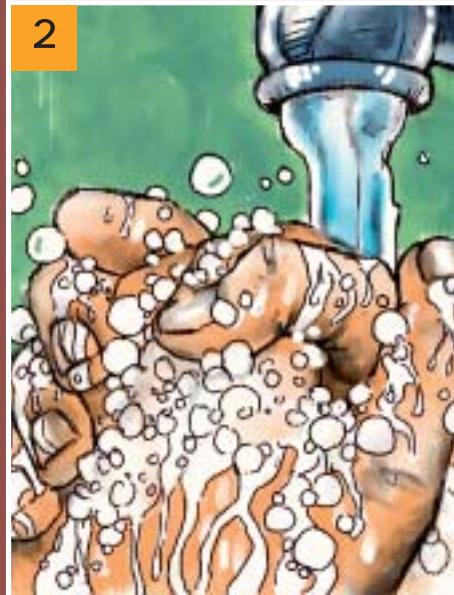
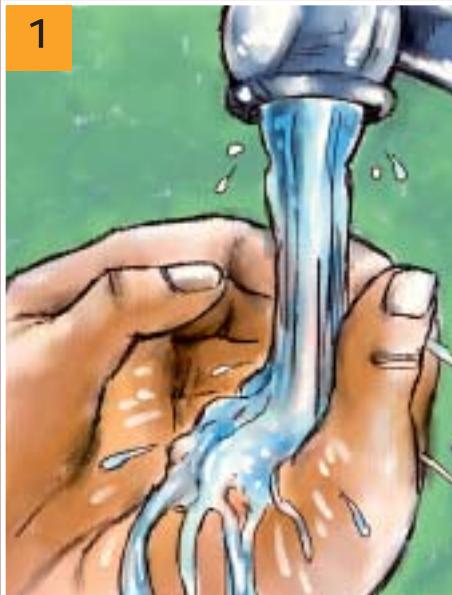


# January/February

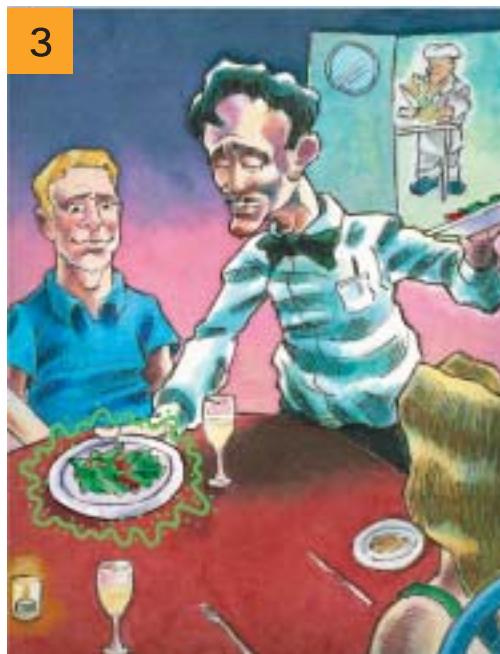
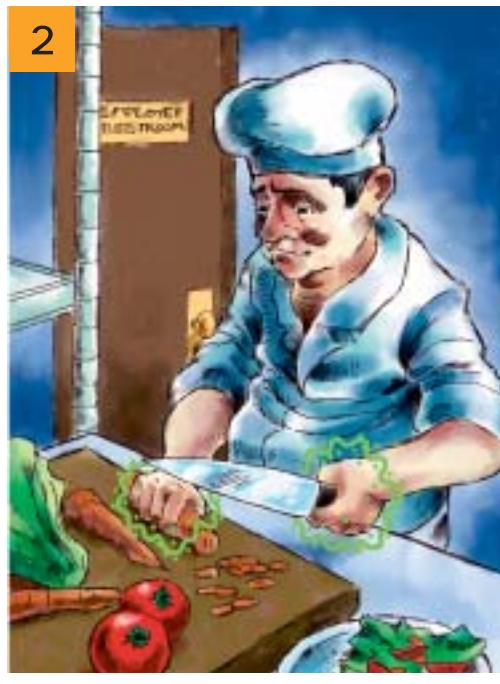
Touch something lately?  
Wash your hands.

¿Tocó algo recientemente?  
Lávese las manos.

## How to Wash Your Hands



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Division of Epidemiology and Immunization, Division of Food and Drugs

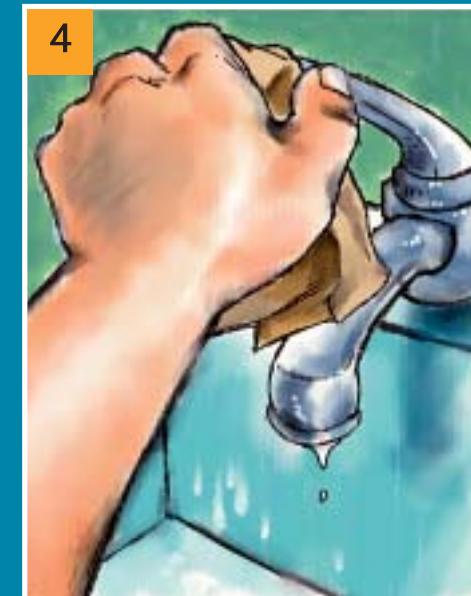
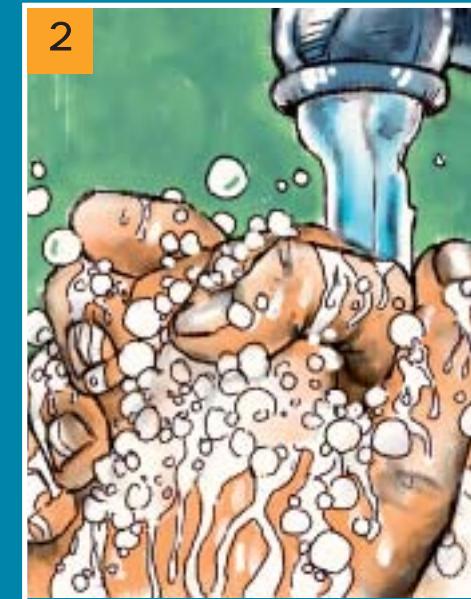
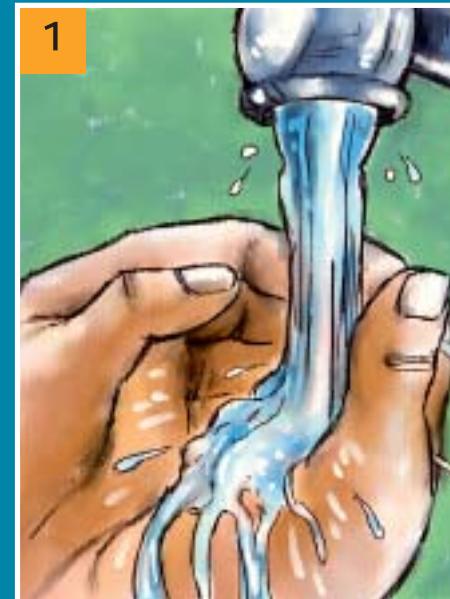


# March/April

The health of your customers is in your hands. Wash your hands thoroughly after going to the bathroom!

La salud de sus clientes está en sus manos. ¡Lávese las manos cuidadosamente después de usar el baño!

## How to Wash Your Hands

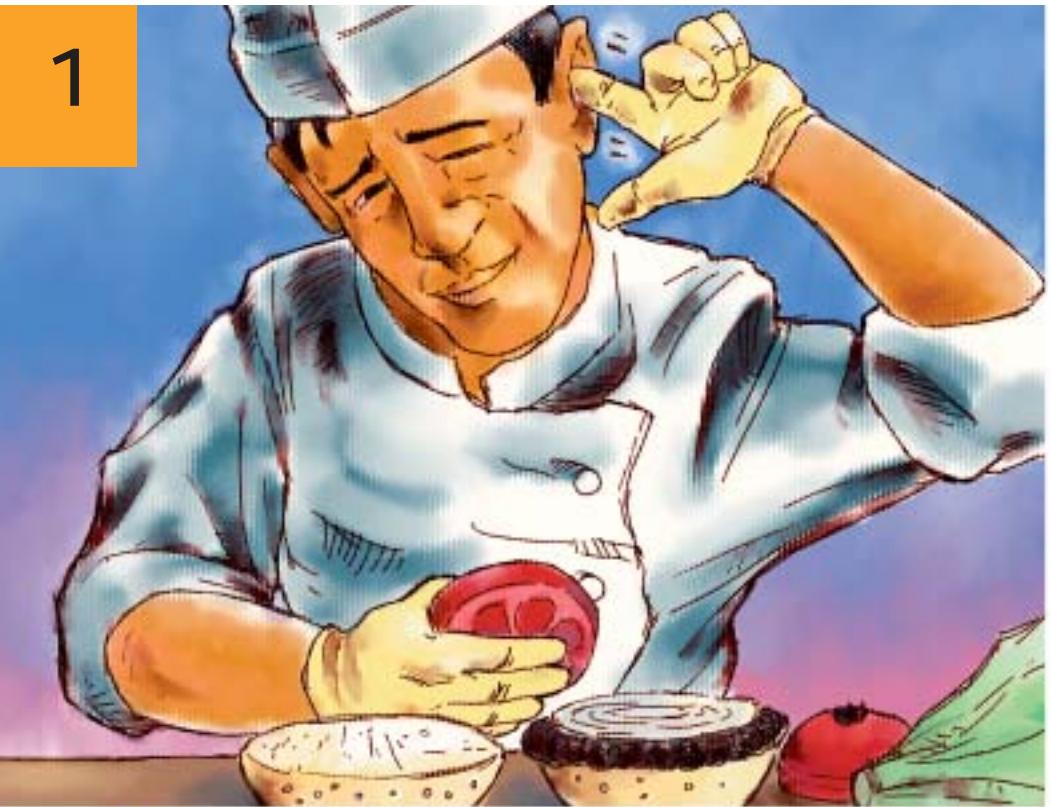


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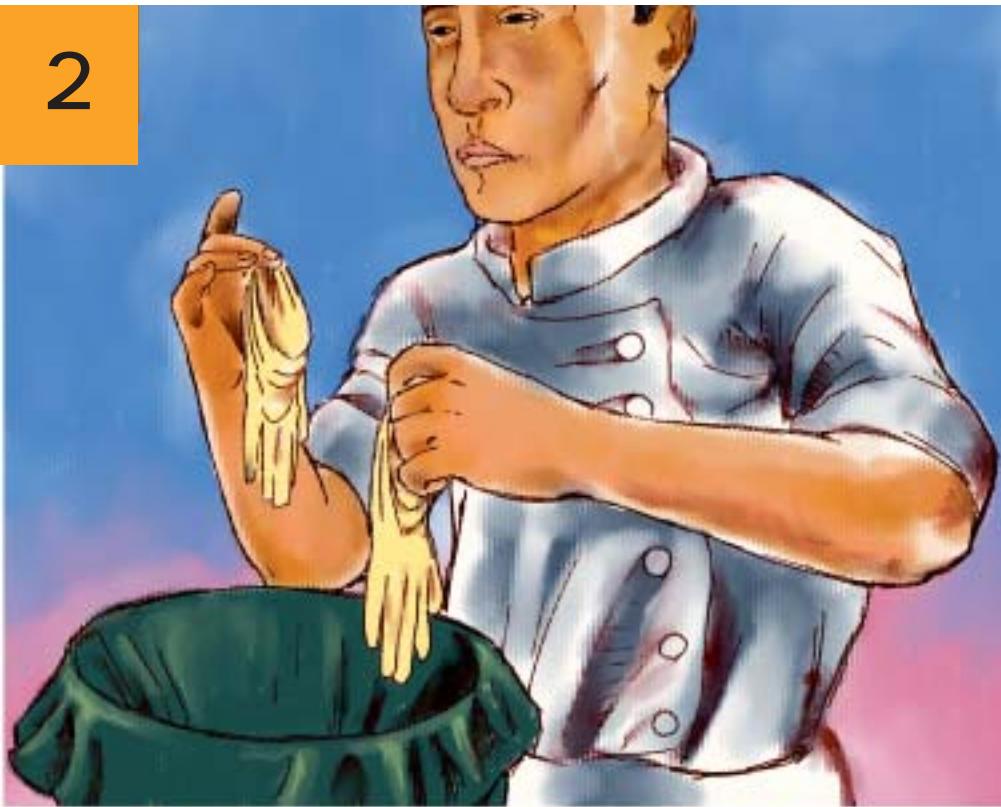
Division of Epidemiology and Immunization

Division of Food and Drugs

1



2



3



4



# May/June

Wearing gloves is no substitute for clean hands. Wash your hands and change your gloves often.

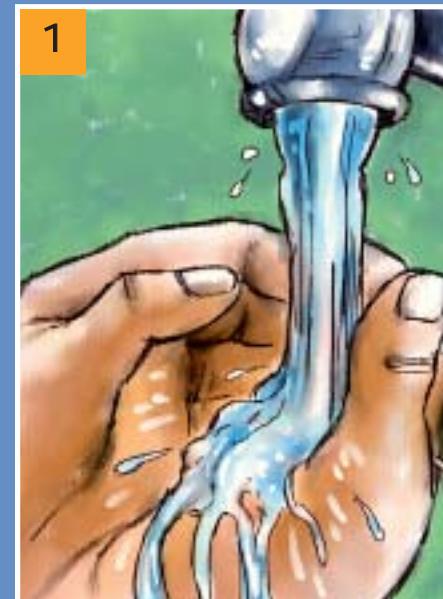
El uso de guantes no debe reemplazar a un par de manos limpias. Lávese las manos y cámbiese los guantes con frecuencia.



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Division of Epidemiology and Immunization  
Division of Food and Drugs

## How to Wash Your Hands



1



2



3



# July/August

Keep yourself and the people around you healthy.

Take at least 20 seconds to wash your hands.

Mantenga su buena salud y la de quienes lo rodean. Tome 20 segundos para lavarse las manos.

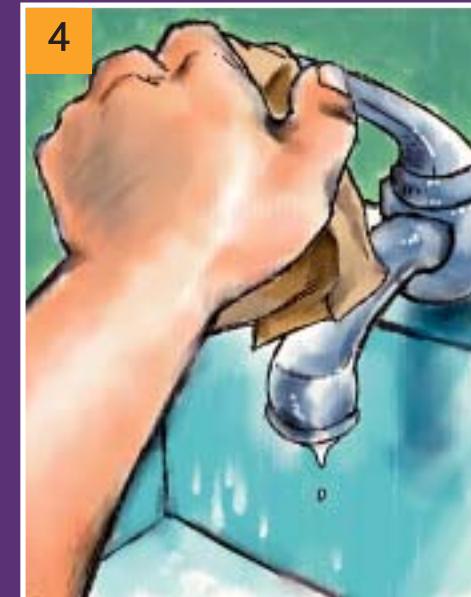
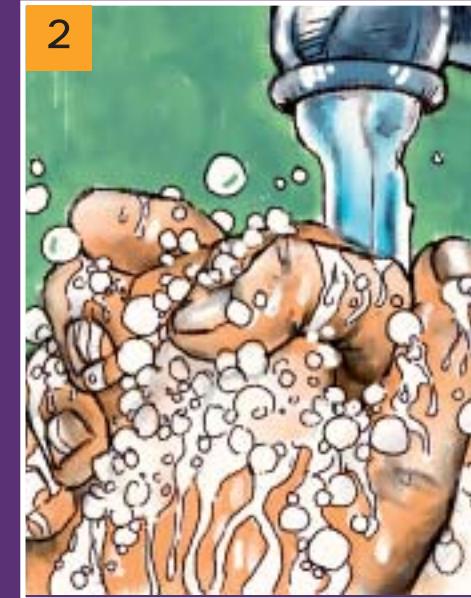


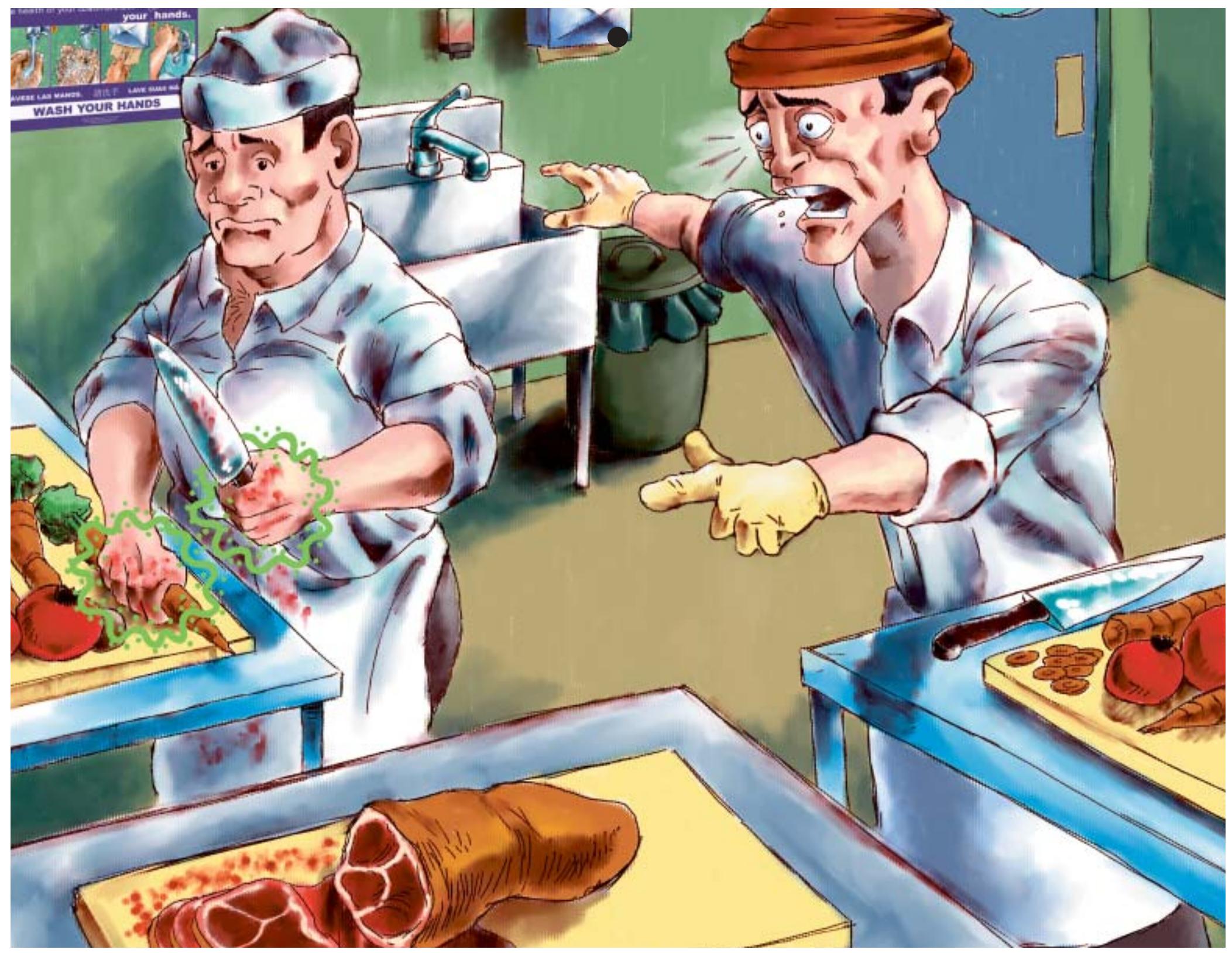
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## How to Wash Your Hands





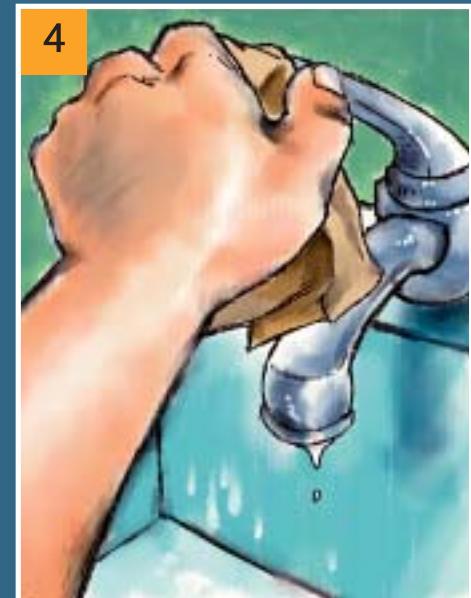
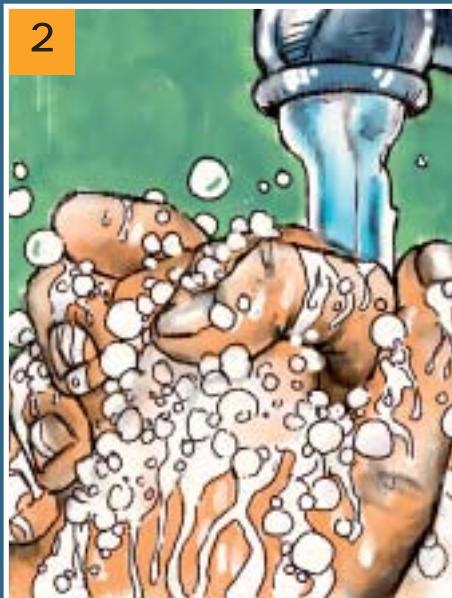
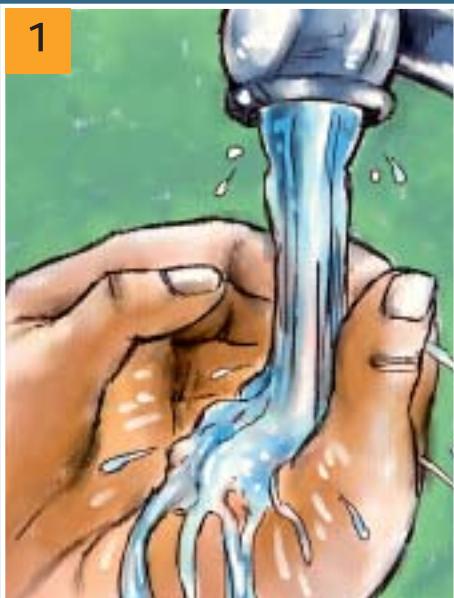
# September/October

Don't wait to be told.

Take pride in your work and wash your hands.

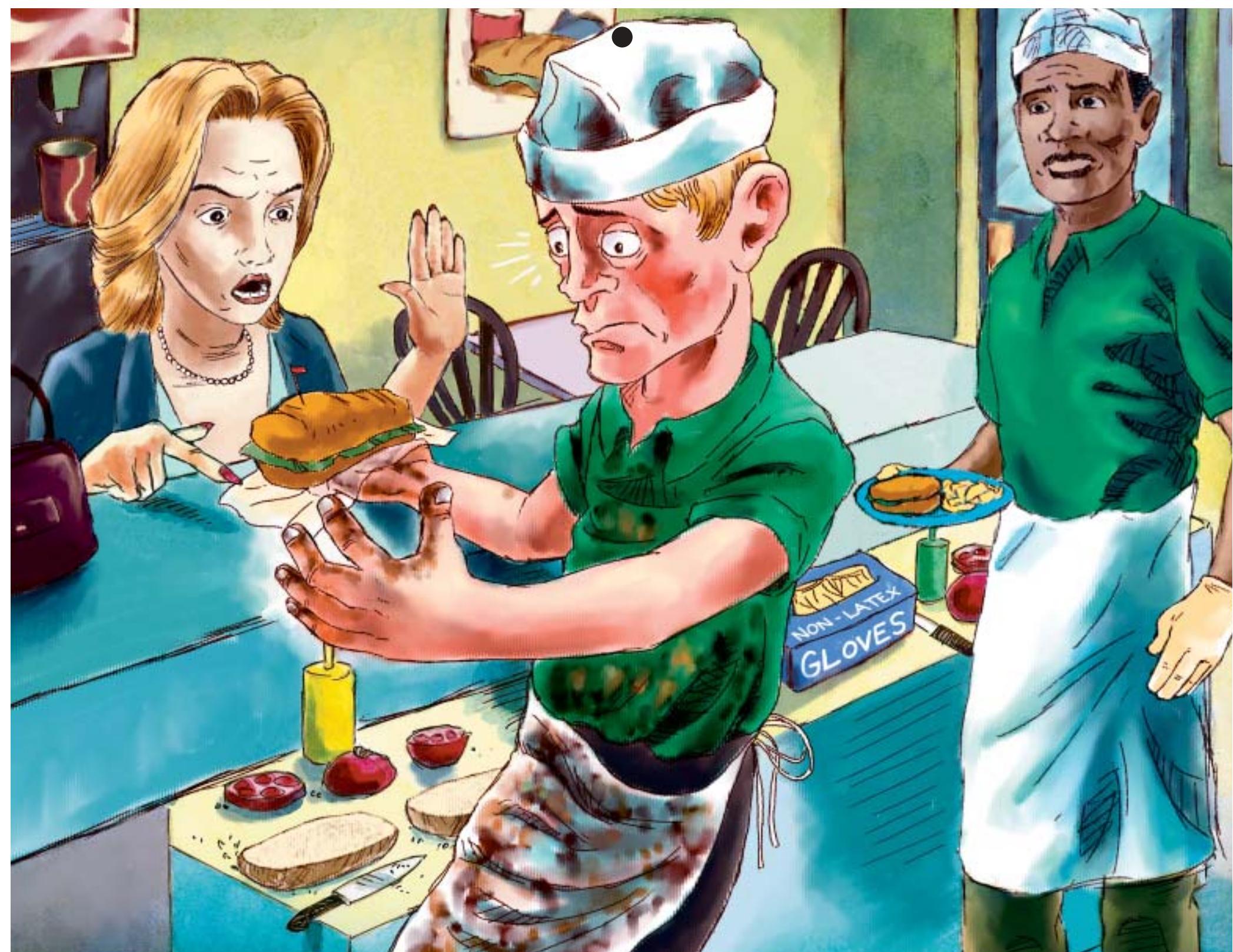
No espere hasta que le pidan hacerlo. Tome responsabilidad en su trabajo y lávese las manos.

## How to Wash Your Hands



Massachusetts Department of Public Health

Division of Epidemiology and Immunization, Division of Food and Drugs



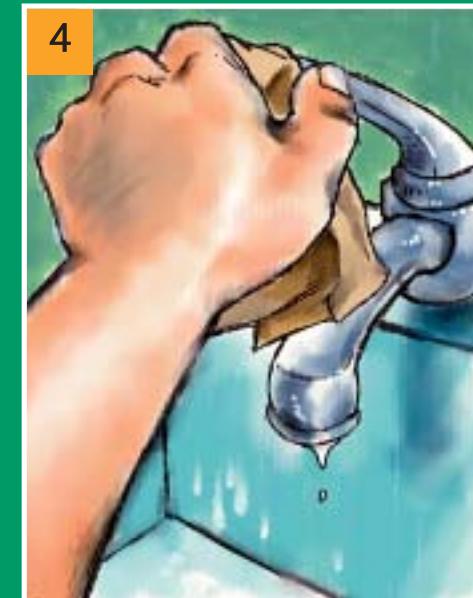
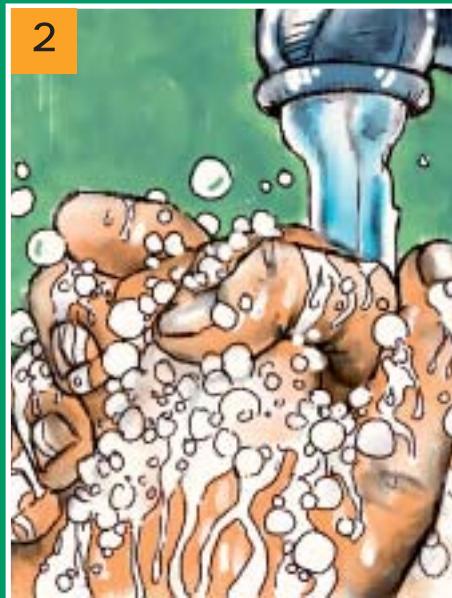
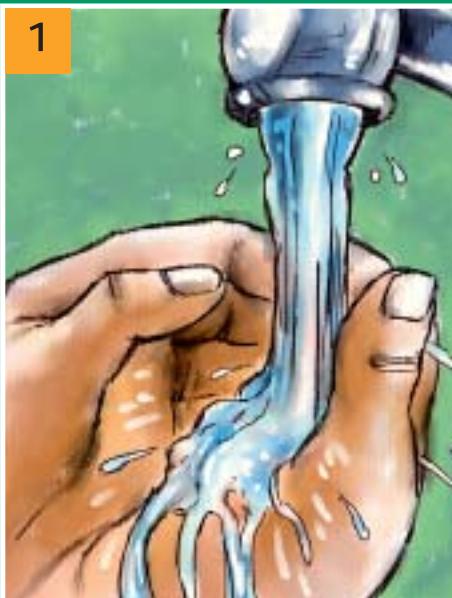
# November/December

Clean hands keep customers coming back. Don't forget to wash your hands and change gloves often.

Las manos limpias ayudan a mantener sus clientes.

No olvide lavarse las manos y cámbiese los guantes con frecuencia.

## How to Wash Your Hands

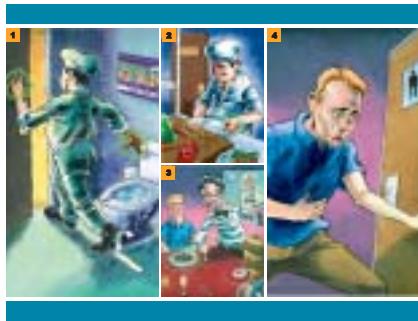


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January/February



March/April



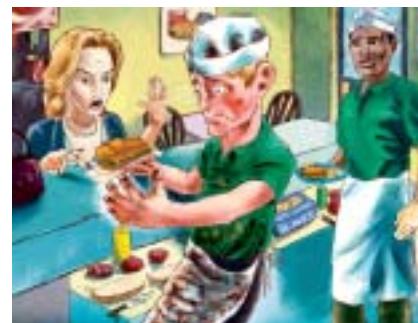
May/June



July/August



September/October



November/December



## Massachusetts Department of Public Health

Division of Epidemiology and Immunization

Division of Food and Drugs

[www.mass.gov/handwashing](http://www.mass.gov/handwashing)

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